



Delaware Township Board of Supervisors

January 4, 2021

MINUTES

PLEASE TURN CELL PHONES TO VIBRATE

WORKSHOP

Call to Order at 6:02 p.m.

Motion to recess the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Motion to open executive session regarding personnel was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Motion to adjourn executive session was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Motion to adjourn the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

ORGANIZATION MEETING – *In person & Via Zoom*

Call to Order was made at 7:00 p.m.

Pledge of Allegiance

Roll Call – In attendance: Jane Neufeld, Rick Koehler, John Henderson, Thomas Farley – Township Solicitor, and Krista Predmore.

Motion to appoint John Henderson as Temporary DTBOS Chairman was made by Ms. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Public Comment on Agenda – Mr. Singleton with a question on motion #25.

1. **Motion** to appoint John Henderson as 2021 DTBOS Chairman was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
2. **Motion** to appoint Jane Neufeld as 2021 DTBOS Vice Chairman was made by Mr. Koehler with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
3. **Motion** to appoint Jane Neufeld as Township Treasurer was made by Mr. Henderson with a second by Mr. Koehler. Voting: All in favor. Nay: None. **Motion** carries.
4. **Motion** to appoint Rick Koehler as Township Secretary was made by Ms. Neufeld with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.



5. **Motion** to appoint Krista Predmore as Delaware Township Administrator/Assistant Treasurer / Right to Know Officer at a salary of \$59,883.00 with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
6. **Motion** to recognize Robin Jones as Deputy Tax Collector as appointed by Mary Lou Corbett was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
7. **Motion** to authorize Supervisors John Henderson, Jane Neufeld and Rick Koehler as Signatories on all Banking and Checking Accounts was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
8. **Motion** to approve Wayne Bank, Dime Bank and PLGIT as Depositories for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
9. **Motion** to establish the Treasurers bond at \$2,800,000 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
10. **Motion** to establish the Assistant Treasurer's bond at \$100,000 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
11. **Motion** to appoint Thomas Farley Esq. as Delaware Township Solicitor at a rate of \$150.00 per hr was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries..
12. **Motion** to authorize Treasurer to pay usual monthly bills due between regular scheduled meetings was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
13. **Motion** to appoint Kirk Summa & Co LLP as certified public accounting firm to replace the elected auditors for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
14. **Motion** to appoint Vincent Flatt as Delaware Township Road Master at a salary of \$57,720.00 with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
15. **Motion** to appoint Michael Moffa as full-time public works employee at a rate of \$18.23 per hour with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



16. **Motion** to appoint Christopher Kimble as full-time public works employee at a rate of \$18.23 per hour with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
17. **Motion** to appoint Jeffrey Ireland as full-time public works employee at a rate of \$18.00 per hour with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
18. **Motion** to appoint Robin Jones as full-time Administrative/Human Resources Assistant at a salary of \$41,766.00 with benefits was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
19. **Motion** to appoint Jeff Dorner as part-time Bulk Waste Attendant at a rate of \$13.81 per hour was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
20. **Motion** to appoint Ron Tussel as Sewage Enforcement Officer was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
21. **Motion** to reimburse 56 cents per mile for use of personal vehicle while on official Delaware Township business was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
22. **Motion** to appoint Vincent Flatt to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
23. **Motion** to appoint Christopher Kimble as alternate to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
24. **Motion** to appoint Boucher & James Township Engineers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
25. **Motion** to appoint Code Inspections, Inc. as Delaware Township Residential and Commercial Building inspectors was made by Mr. Koehler with a second by Ms. Neufeld. Voting: Yay: Henderson, Koehler. Nay: Neufeld. **Motion** carries.

Note – Ms. Neufeld commented she voted no because she believes it is wrong to contract with Code Inspections prior to meeting with them and having any and all questions/concerns discussed.

26. **Motion** to appoint Rick Koehler as temporary Delaware Township Zoning/Code Enforcement Officer conditioned upon his salary/payment being set by the Township Auditors was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
27. **Motion** to appoint George Beodeker as Delaware Township Emergency Management Coordinator was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
28. **Motion** to appoint Matthew Light as Deputy Emergency Management Coordinator was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
29. **Motion** to appoint Robert Bernathy Esq. as Alternate Delaware Township Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
30. **Motion** to appoint Thomas Farley Esq. as Delaware Township Planning Commission Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
31. **Motion** to appoint Robert Bernathy, Esq. as Alternate Planning Commission Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
32. **Motion** to appoint Stacey Beecher, Esq as Delaware Township Zoning Hearing Board Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
- a. **Motion** for all the above solicitors to be paid at \$150 per hour was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
33. **Motion** to appoint Steve McBride as Delaware Township Vacancy Board was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
34. **Motion** to appoint Mike Moffa (alternate) to the Delaware Township Building Hearing Board was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
35. **Motion** to appoint Krista Predmore as Delaware Township Building Hearing Board Secretary was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries..



36. **Motion** to appoint Stacey Beecher, Esq. as Delaware Township Building Hearing Board Attorney at a rate of \$150 per hour was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
37. **Motion** to appoint Robin Jones as Secretary of the Delaware Township Safety Committee was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
38. **Motion** to appoint Jeff Ireland, Russel Sioretti, and Megan Irwin to the Delaware Township Safety Committee for a 1-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
39. **Motion** to appoint Krista Predmore as Zoning Hearing Board Secretary at a rate of \$35 per meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
40. **Motion** to appoint Vincent Flatt as Planning Commission Secretary at a rate of \$35 per meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
41. **Motion** to appoint Vincent Flatt to the Planning Commission for a 4-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
42. **Motion** to appoint Loriann Hines to the Planning Commission for a 4-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
43. **Motion** to appoint Jane Neufeld as the Pike County Council of Government representative for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
44. **Motion** to authorize Jane Neufeld, Rick Koehler, and Vincent Flatt to attend the 2021 PSATS Conference in Hershey Pa was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
45. **Motion** to appoint Rick Koehler as liaison to the Delaware Township Volunteer Fire Company was made by Mr. Henderson with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
46. **Motion** to authorize snow plowing at the following locations: Delaware Township Fire Department and Ambulance Corps Main Building and Sub stations was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



47. **Motion** to authorize snow plowing at the Delaware Cemetery and the American Legion was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

48. **Motion** to approve New Year's Day, Martin Luther King Jr., Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve and New Year's Eve as paid holidays was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

49. **Motion** to set the Delaware Township Board of Supervisors workshops the second and fourth Wednesday of each month at 6:00 pm except for November and December as follows:

January 13th, January 27th, February 10th, February 24th, March 10th, March 24th, April 14th, April 28th, May 12th, May 26th, June 9th, June 23rd, July 14th, July 28th, August 11th, August 25th, September 8th, September 22nd, October 13th and October 27th. November and December meetings ONLY will be on the first and third Wednesday of each month on the following dates: November 3rd and November 17th, and December 1st and December 15th

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

50. **Motion** to set the Delaware Township Board of Supervisors regular meetings the second and fourth Wednesday of each month at 7:00 pm except for November and December as follows:

January 13th, January 27th, February 10th, February 24th, March 10th, March 24th, April 14th, April 28th, May 12th, May 26th, June 9th, June 23rd, July 14th, July 28th, August 11th, August 25th, September 8th, September 22nd, October 13th and October 27th. November and December meetings ONLY will be on the first and third Wednesday of each month on the following dates: November 3rd and November 17th, and December 1st and December 15th

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

51. **Motion** to authorize Delaware Township Safety Committee to meet on the first Tuesday of each month at 8:30 am was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

52. **Motion** to approve Delaware Township Planning Commission meetings and workshops on the first and third Tuesday of each month or as necessary at 6:30 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



53. **Motion** to authorize Delaware Township Zoning Hearing Board to meet on an as needed basis at 7:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

54. **Motion** to authorize Delaware Township Building Hearing Board to meet on an as needed basis at 6:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

55. **Motion** to authorize Delaware Township Recreation Committee to meet on the second Thursday of each month at 6:30 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

56. **Motion** to appoint the Pike County Dispatch, the Tri-County Independent and the Pocono Record as the official Township newspapers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Public Comment – none.

57. **Motion** to Adjourn was made at 7:21 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.